

**Minutes of the Grinnell City Council Meeting
Monday, September 20, 2004**

The City Council of the City of Grinnell met in regular session in the Council Chambers of the Grinnell Community Center, 927 4th Avenue, Grinnell, Iowa, at 7:00 p.m., Monday, September 20, 2004. Mayor Canfield presided.

Roll Call: PRESENT: Elliott, White, Worley, Witt. ABSENT: Wilson, McNaul

White provided a brief report in regard to Council Member Wilson's accident, getting hit by a car. White noted that he has a broken collar bone and bad bruising. However, he is home and the council wishes him a speedy recovery.

PERFECTING AND APPROVAL OF AGENDA:

Moved by WITT, second by WORLEY, to approve the Agenda and the Consent Agenda as amended. Roll Call Vote: Ayes: Witt, Worley, Elliott, White. Motion carried.

CONSENT AGENDA:

- o Previous minutes as drafted from the Tuesday, September 7, 2004 Regular Session.
- o Approval of the Clerk's Report.
- o Approval of the Treasurer's Report.
- o Approval of the Class BC Liquor License Renewal for Casey's General Store, 217 6th Avenue.
- o Approval of the Class C Liquor License Application for Casa Margarita's, 101 West Street.
- o Acceptance of the resignation submitted by Ms. Robin Young.
- o Approval of the annual request by the Grinnell Country/ Bluegrass Members for waiver of the fees associated with use of the Community Theater (the members will still be required to provide the facility deposit.)
- o Establish Halloween Trick or Treat hours as follows: Sunday, October 31, 2004 from 6:00 pm to 8:00 pm.

**The mayor introduced the owner's of Casa Margaritas.

PUBLIC HEARING:

Mayor Canfield opened the public hearing in regard to the plans, specifications, and proposed form of contract and estimate of cost for the construction of 10th Avenue Water Main for the City of Grinnell, Iowa at 7:03 pm. Hage noted no comments or inquiries had been received prior to the meeting. Canfield requested comments and inquiries from the citizens present. There were none.

Moved by ELLIOTT, second by WHITE, to close the Public Hearing. Roll Call Vote: Ayes: Elliott, White, Witt, Worley. Motion carried.

Elliott briefly described the project as the installation of water main from East Street to Park Street. The low bid was received from Iowa Underground from Pella, Iowa. Although this is a contractor new to Grinnell, all reference checks have proven to be positive. The project came in under estimates and the college and city will share cost of the project equally.

Moved by ELLIOTT, second by WITT to approve and adopt Resolution No. 2705: "A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, ESTIMATE OF COST AND FORM OF CONTRACT (10TH Avenue Water Main.) Roll Call Vote: Ayes: Elliott, Witt, White, Worley. Motion carried.

Moved by ELLIOTT, second by WITT to approve and adopt Resolution No. 2706: "A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT – 10TH AVENUE WATER MAIN." Roll Call Vote: Ayes: Elliott, Witt, Worley, White. Motion carried.

Mayor Canfield opened the public hearing in regard to the plans, specifications, and form of contract for the construction of a compost facility in the City of Grinnell, Iowa at 7:06 p.m. Hage noted no comments or inquiries had

been received prior to the meeting. Canfield requested comments and inquiries from the citizens present. There were none.

Moved by ELLIOTT, second by WHITE to close the Public Hearing. Roll Call Vote: Ayes: Elliott, White, Worley, Witt. Motion carried.

Elliott updated the Council in regard to the long range plan that will allow the council to consider banning open burning as well as working toward the development of a food composting site. The construction proposed in the plans and specifications will complete the first phase of preparing the site. The council needs to remember that the compost site development is part of the overall solid waste plan. The disposal of brush is prohibited at the landfill according to Iowa law, therefore there has to be an alternative method for disposal. When the new form of composting is in effect, the city will be required to staff the facility to ensure compliance. This will incur additional cost. The city feels that it has determined fair fees which will be part of resolution to be passed during the meeting. Elliott noted the bid came in under engineer's projection; however the city still has a gap of almost \$120,000.00 to overcome to be able to fund the project. The committee recommends awarding the contract to start the process and to borrow the necessary funds from the Solid Waste Depreciation Fund Balance to be paid back over time from receipts from the site itself and through small amounts of general fund money.

Moved by ELLIOTT, second by WITT, to approve and adopt Resolution No. 2707: "A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, ESTIMATE OF COST AND FORM OF CONTRACT (Compost Facility.) Roll Call Vote: Ayes: Elliott, Witt, Worley, White. Motion carried.

Moved by ELLIOTT, second by WITT, to approve and adopt Resolution No. 2708: "A RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT – COMPOST FACILITY." Roll Call Vote: Ayes: Elliott, Witt, White, Worley. Motion carried.

COMMUNICATIONS:

- I. Human Rights Commission: August 30, 2004
- II. Park Board: August 18, 2004
- III. Grinnell Recreation Board: September 1, 2004
- IV. Grinnell Tourism Group: August 18, 2004
- V. Planning and Zoning Commission: September 14, 2004
- VI. Finance Committee, September 7, 2004
- VII. Planning Committee, September 7, 2004 and September 16, 2004
- VIII. Public Works and Grounds Committee, September 7, 2004
- IV. Public Safety Committee, September 9, 2004

OLD BUSINESS:

- I. Report from the Finance Committee.
 - o Recommendation in regard to the grants being submitted in regard to the Iowa Transportation Museum.

White summarized the proposed grants and the need for the city to be named as the applicant for the two grants. The first grant will be submitted to the IDOT and the second grant will be submitted to Vision Iowa (CAT). The submission of the grants by the city does not commit the city to any amount of contribution.

Moved by WHITE, second by ELLIOTT, to approve the submission of the CAT Grant listing the City of Grinnell as the applicant. Roll Call Vote: Ayes: White, Witt, Elliott, Worley. Motion carried.

Moved by WHITE, second by WITT, to approve the submission of the grant to the IDOT listing the City of Grinnell as the applicant. Roll Call Vote: Ayes: White, Witt, Worley, Elliott. Motion carried.

Elliott commented that the CAT money has to be matched locally. Part of the match will be the IDOT funding, funding from the city and funding from local foundations. White noted that the first phase will be to restore the Administration Building and for the development of a glass atrium. Elliott concluded that the buildings will have to have sprinkler and water service upgrades as the existing service to the buildings is not adequate. The improvement to the main will likely be the substantial contribution from the city. Canfield invited John Swanson – Iowa Transportation Museum Director – to

comment about the project. Swanson said the Iowa Transportation Museum (ITM) will be a sub-applicant on the grant applications; however most of the foundations provide more consideration to applications submitted by the city. He noted that the application to the IDOT is for a second request of funding. He explained that the administration of the grant will not burden the city. Swanson updated the council on current work in progress to stabilize the building. He hoped that project would be completed by the end of the year. It is intended to restore the Administration Building back to its 1906 grandeur. The building will be used to host conferences, office space and the start of the research library. He described that the atrium will connect the buildings. This design is two fold to maximize the space available especially in regard to the need for an elevator. The rear of the Administration Building will actually end up being the front door. The building will include two fairly simple displays – one to tell the Spalding story and the second to provide a showcase of what the facility will eventually become. This way individuals that visit the facility will understand that the museum isn't just automotive but it will include space, rail, air forms of transportation.

- Recommendation in regard to the Sully Coop Exchange request for TIF assistance to be used for facility improvements.

Moved by WHITE, second by ELLIOTT, to provide TIF incentive to the Sully Coop Exchange in the amount of \$35,000.00 or 50% of the cost of repainting, whichever is less. Roll Call Vote: Ayes: White, Elliott, Worley, Witt. Motion carried.

- Recommendation in regard to the Strand Theater request for TIF assistance.

Behrens reviewed the proposal detailing that the Strand Theater is eligible for the three year 100% rebate of the increment or the ten year graduated scale. Another option would be to provide some of the tax payments up front as opposed to as a rebate. The committee recommended that only 70% of the value be rebated up front with a \$52,500.00 cap on any funding provided. The Theater can wait until the new valuations come out in February or March to increase the cap amount. Elliott felt that they should wait until the value has been determined. White agreed that the committee would like to provide the greatest benefit to the project. No action was taken at this time. Behrens noted this was originally submitted as a façade improvement and has not been handled in the standard manner.

- Discussion in regard to the Capital Improvement Plan for the Sanitary Sewer Department.

White reviewed upcoming proposed projects for the Sanitary and Storm Sewer Departments. Projects include: manhole rehabilitation and frame replacement, pickup and utility truck purchases, recirculation pump replacement, Arbor Lake sanitary sewer lining project, GIS equipment, and the Waste Water Treatment Plant Evaluation. Storm sewer projects include: storm sewer main lining, work in the Central Business District, 10th Avenue and railroad crossing (elimination of bottle neck under the railroad tracks.)

- Recommendation in regard to the requests for assistance from the Campbell Fund.

The requests were approved as presented.

White noted his participation in regard to the emergency drill held for homeland security. He was impressed with the techniques and the professionalism displayed by all agencies and committed to continuing to work with the Public Safety Committee to overcome equipment deficiencies. White recommended that the city establish a third in command in the event the Mayor or the Mayor Pro tem were unavailable and that the City Manager should assume the role. Matherly commented that the City Manager already has a role in the system.

II. Report from the Planning Committee

- Continued discussion of the proposed amendments to the city code in regard to planting trees in city right-of-way.

Worley noted this item is still under discussion. He said that the committee is still concerned about the cost of maintenance of the trees, especially after information provided from Baker and Anderson. No action was taken on this item.

- Discussion in regard to adding sidewalk lights in Central Park.

Staff conducted research to determine cost. The estimate was too high for this fiscal year budget, however staff will research alternatives. No action taken on this item.

- Review of the recommendation from the Planning and Zoning Commission in regard to the Waterford Development annexation.

The committee is still waiting for requested documentation. This item was not discussed and no action was taken.

- Discussion in regard to the Banner Policy.

The committee requested more time to review this item. No action was taken.

- Review of the ordinance pertaining to noise.

The committee directed staff to research alternatives. Matherly felt that the ordinances currently in effect are sufficient, however more training is needed for staff to ensure proper enforcement. No changes to the code will be proposed at this time.

- Recommendation in regard to the application to IDED for the CDBG Housing Rehabilitation Program.

Worley reviewed the successes of past programs. The city would like to apply for \$300,000.00 to continue the program. This grant may be broken up into smaller segments and make smaller incremental changes on more houses. The oversight committee will make the determination as to how the funding will be used.

Moved by WORLEY, second by ELLIOTT, to schedule the public hearing in regard to the CDBG Housing Rehabilitation Grant Application for Monday, October 6, 2004 at 7:00pm. Roll Call Vote: Ayes: Worley, Elliott, White, Witt. Motion carried.

The public hearing is required to allow public comment. The city match to the grant will be provided by the Campbell Fund.

- Approval of the planting of a tree in Central Park by Governor Villsack.

Governor Villsack has requested to plant a tree in Central Park. The proposed tree will be a red oak tree and would be planted near the playground equipment to replace one of the trees that has been removed. The event is scheduled for Sunday from 3:30 to 4:30 pm. Baker has been in contact with the governor's staff. All supplies will be provided by the state.

Moved by WORLEY, second by WHITE, to approve the Governor's request to plant a tree in Central Park. Roll Call Vote: Ayes: Worley, White, Elliott, Witt. Motion carried.

III. Report from Public Works & Grounds Committee.

- Update in regard to the implementation of the Commercial Solid Waste Program.

Elliott reported that the one on one meetings with those who are effected by the changes in the commercial solid waste program has provided positive response and most are learning that the incentives to recycle will prove to save the businesses money. Baker requested that if anyone contacts the council about not having a meeting, please direct them to contact him and he will try and move their appointment up. He has thirty appointments this week and thirty appointments next week. There is a diligent effort underway by staff to try and meet with every customer. Implementation of the changes will be November 15, 2004. Elliott reviewed the billing process.

Moved by ELLIOTT, second by WITT, to implement the billing of the new Commercial Solid Waste Program on November 15, 2004. Roll Call Vote: Elliott, Witt, Worley, White. Motion carried.

Elliott wanted to clarify that the resolution is the document that contains the detail of items the ordinance specifies largely revolving around fees and charges. The committee chose not to include fees in the ordinance due to its cumbersome

process to change. The resolution details the matrix with the intention that this would be annually adjusted. The other major item handled by the resolution is the establishment of the charges for the use of the compost site. She requested that people keep in mind that it does cost the city to staff and provide the site. Larger trucks and trailers will be required to be permitted for use of the new composting site. White questioned who will be responsible for ticketing individuals from out of town or other individuals who should not be using the dumpsters. Elliott commented that the city does not have to move to locked dumpsters, further she stated that a lot of businesses will find that if they aggressively pursue recycling, they will no longer require the use of a dumpster. Baker said that he will do his best to police the situation, but he requested that people help him by getting a license plate number or by letting him know when items are in there that don't belong. They will go through the garbage to identify the individual who needs to be billed. He said they have also found that a lot of downtown residents do not know where to dispose of their waste. White's second question was in regard to seasonal usage. Elliott responded that the user can change their level service every two months. Baker said that the businesses need to notify the Public Service Department of when the change is needed. Then the change can be made in coordination with the billing cycle. Elliott requested that individuals call Baker or that council members call Baker as soon as possible.

Moved by ELLIOTT, second by WITT, to conduct the third and final reading of Ordinance No. 1237: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY ADDING PROVISIONS PERTAINING TO CHAPTER 18.5-SOLID WASTE." Roll Call Vote: Ayes: Elliott, Witt, White, Worley. Motion carried.

Moved by ELLIOTT, second by WITT, to approve and adopt Resolution No. 2709: "A RESOLUTION ESTABLISHING RULES AND REGULATIONS FOR THE COLLECTION OF SOLID WASTE." Roll Call Vote: Elliott, Witt, Worley, White. Motion carried.

- Recommendation in regard to the request by Verlan and Lori Vos in regard to the construction of a stair case.

Elliott explained that this request is for the placement of stairs to their building in alley right-of-way. This is an unusual request because the alley is essentially a dead end alley that carries little traffic and snow removal is not performed by the city.

Moved by ELLIOTT, second by WITT, to grant the request for the placement of the stair, requiring the owner to sign an agreement that the city may remove the stairs at any time for any reason if needed. Roll Call Vote: Ayes: Elliott, Witt, White, Worley. Motion carried.

- Approval of the lease agreement with GARC for use of facilities and soccer fields.

Moved by ELLIOTT, second by WITT, too approve the lease agreement with GARC for the use of facilities and soccer fields. Roll Call Vote: Ayes: Elliott, Witt, Worley, White. Motion carried.

- Update in regard to airport projects.

Elliott reviewed that the City has several grants pending to complete airport projects. The details of the projects are still being worked through. No action taken at this time.

- Review of Veenstra and Kimm proposed contract in regard to the Central Business District.

The committee is reviewing design and construction phases for the Central Business District Project. The engineering alone for the project will likely be \$400,000.00 due to the nature of the complex downtown work. Committee will act on the agreement at the next meeting.

IV. Report from Public Safety Committee:

- Discussion in regard to the animal control ordinance.

Worley discussed changes to the ordinance including: omitting the requirement of a color photo of the pet, eliminating the maximum number of pets allowed and requesting the assistance from the veterinarians to verify animals they are treating are licensed. The veterinarians will still assist the city by issuing the licenses.

Moved by WORLEY, second by WHITE to introduce and conduct the first reading of Ordinance No. 1232: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 3 (ANIMALS.)" Roll Call Vote: Ayes: Worley, White, Witt, Elliott. Motion carried.

- Update in regard to the communications tower.

Worley reviewed the proposal for the construction of the tower with the height increased to 150'. State Historical Preservation response to the project is positive. Behrens stated that he felt the committee was unanimous in recommending the proposal. This partnership will provide a tremendous cost savings for the city of Grinnell. Behrens stated the proposal still requires Board of Adjustment approval. Behrens will submit a proposed agreement to the city attorney.

Moved by WORLEY, second by WHITE, to approve the construction of a cellular tower at the Public Safety Building contingent upon receiving approval of the Special Use Permit from the Board of Adjustment. Roll Call Vote: Ayes: Worley, White, Elliott, Witt. Motion carried.

Behrens noted that JeldWen has committed \$20,000.00 to help the fire department replace their self contained breathing apparatuses. This grant does require a match from the city.

- Update in regard to the collection of Public Safety fees.

Behrens said discussions need to take place with several agencies to determine how the system is set up, which service covers what community and at what cost. One of the most confusing items is who is under contract to respond to Oakland Acres. Another topic is the EMS service provided by Midwest Ambulance and that the base fee paid by the city of Grinnell.

- Discussion in regard to the traffic signal analysis on Highway 146 and Washington Avenue.

Staff has determined that traffic and pedestrian traffic do not merit placement of a signal according to IDOT standards.

V. Appointments to Boards and Commissions:

Moved by WHITE, second by WITT, to approve the appointment of Ms. Nancy Agnew to serve on the Library Board. Roll Call Vote: Ayes: White, Witt, Worley, Elliott. Motion carried.

Moved by WHITE, second by WORLEY, to approve the appointment of Ms. Kelli McGriff to serve on the Recreation Board. Roll Call Vote: Ayes: White, Worley, Elliott, Witt. Motion carried.

NEW BUSINESS: None.

2ND READING OF THE ORDINANCE:

Moved by WORLEY, second by WHITE to conduct the second reading of ORDINANCE NO. 1236: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY ADDING PROVISIONS PERTAINING TO CHAPTER 4, SECTION 4-45(1) (Signs in the C-2 central business district.)" Roll Call Vote: Ayes: Worley, White, Witt, Elliott. Motion carried.

APPROVAL AND ADOPTION OF THE RESOLUTIONS:

Moved by WORLEY, second by WHITE, to approve and adopt Resolution No. 2710: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (John A. and R. Nadine Runyan Trust, 917 Main Street.)" Roll Call Vote: Ayes: Worley, White, Elliott, Witt. Motion carried.

INQUIRIES: None.

ADJOURN:

Moved by ELLIOTT, second by WORLEY, to adjourn this regular session of the Grinnell City Council. Vote: (4) ayes, motion carried. Adjournment: 8:24 p.m.

ATTEST:

Gordon Canfield, Mayor

Cassandra R. Hage, City Clerk